

**MINUTES OF THE REGULAR MEETING**  
**OF THE**  
**COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY**  
**April 19, 2016**

The Commissioners of the Chicago Housing Authority held its Regular Meeting of the Board of Commissioners on Tuesday, April 19, 2016, at approximately 10:55 a.m. at the Northeastern Illinois University, Carruthers Center for Inner City Studies, 700 East Oakwood Boulevard in Chicago, IL.

Chairman Hooker called the meeting to order and upon roll call those present and absent were as follows:

Present:	Matthew Brewer Craig Chico Dr. Mildred Harris John Hooker Harriet Johnson Jack Markowski Francine Washington
Absent:	Mark Cozzi Bridget Reidy

Also present were Eugene Jones, Chief Executive Officer; James Bebley, Chief Legal Officer; Chicago Housing Authority staff members and the General Public.

There being a quorum present, the meeting duly convened and business was transacted as follows:

In the absence of Commissioner Bridget Reidy, Chairwoman of the Tenant Services Committee, Vice-Chairman Craig Chico presented her report. Per Commissioner Chico, the Tenant Services Committee held its regular meeting at approximately 10:00 a.m. at the CHA's Corporate Offices. Commissioner Chico chaired the meeting and the following committee members were present as well: Commissioners Harris and Washington. Present also, but not counted for the quorum were Commissioners Brewer, Markowski and Chairman Hooker.

On behalf of Tenant Services Committee, Commissioner Cozzi presented a Motion for the approval of Item 1.

**(Item 1)**

In September 2014, the Board of Commissioners approved a revision to CHA's HCV Administrative Plan and to the Admissions and Continued Occupancy Policy to allow CHA to participate in demonstration programs/special initiatives. One such special initiative that is currently in place is the Deinstitutionalization Special Initiative, through which CHA has committed 400 tenant-based vouchers to the State of Illinois for Colbert and Williams class members (which are currently or formerly institutionalized persons with a disability). The State of Illinois Department of Human Services (IDHS) currently provides rental subsidies for people with serious and persistent mental illness through its Bridge Subsidy program. Approximately 325 of these subsidized renters currently live in privately-owned units located throughout the city of Chicago. These 325 Bridge Subsidy

recipients are not Colbert or Williams class members, so they are not eligible for CHA's existing Deinstitutionalization Special Initiative. Due to the lack of a 2016 State budget, there is no ongoing funding for these Bridge Subsidies, and these 325 tenants are at-risk of eviction and eventual homelessness. To prevent these extremely vulnerable tenants from becoming homeless, IDHS and the Illinois Housing Development Authority (IHDA) are requesting that CHA provide tenant-based Housing Choice Vouchers to these tenants. Accordingly, the resolution for Item 1 approves revisions to the Housing Choice Voucher (HCV) Deinstitutionalization Special Initiative to increase the number of tenant-based vouchers available by 325, for a total of 725 and expand the eligibility criteria to include persons with severe and persistent mental illness who have received assistance through the State's Bridge Subsidy program

**RESOLUTION NO. 2016-CHA-40**

**WHEREAS**, the Board of Commissioners has reviewed the Board Letter dated April 19, 2016 entitled "AUTHORIZATION TO REVISE HOUSING CHOICE VOUCHER DEINSTITUTIONALIZATION INITIATIVE";

**THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY**

**THAT** the Board of Commissioners authorizes the Chief Executive Officer or his designee to approve revisions to the HCV Deinstitutionalization Initiative, as described in the "Chicago Housing Authority Demonstration Program and Special Initiatives Overview" document attached hereto.

The Motion to adopt resolution for Item 1 was seconded by Commissioner Johnson and the voting was as follows:

Ayes:	Matthew Brewer Craig Chico Dr. Mildred Harris John Hooker Harriet Johnson Jack Markowski Francine Washington
Nays:	None

There being no questions or discussion, Chairman Hooker thereupon declared said Motion carried and said resolution adopted.

Matthew Brewer, Chairman of the Real Estate Operations Development committee, then presented his report. Per Commissioner Brewer, the Real Estate Operations Development Committee held its monthly meeting earlier today. Commissioner Brewer chaired the meeting and the following committee members were present as well: Commissioners Markowski and Washington. Although Chairman Hooker and Commissioners Chico and Harris were also present they were not counted toward the quorum since they are not members of the Real Estate Development Committee. Committee member then discussed, voted and recommend for approval the six items appearing on the agenda.

On behalf of the Real Estate Operations Development committee, Commissioner Brewer presented an Omnibus Motion for approval of Items 2, 3, 4, 5, 6, and 7.

**(Item 2)**

The resolution for Item 2 approves the proposed FY2016 Moving to Work (MTW) Annual Plan Amendment and grants authorization to submit the document to HUD for approval. A 30-day public comment period was conducted. Announcements for the public comment process appeared on CHA's website and in the Chicago Defender, Chicago Sun-Times and Hoy newspapers. CHA also distributed resident notices across public housing properties and sent an email notification to HCV participants. During the public comment period, both residents and the public alike were able to submit comments orally and in writing, regarding the information contained in the proposed FY2016 MTW Annual Plan Amendment. CHA held two public hearings during the 30-day comment period. Prior to finalizing the proposed FY2016 MTW Annual Plan Amendment, CHA gave consideration to comments received during the public comment period. CHA has complied with the requirements of the Amended and Restated MTW Agreement and HUD regulations regarding annual plans and amendments.

**RESOLUTION NO. 2016-CHA-41**

**WHEREAS**, the Board of Commissioners has reviewed the Board Letter dated April 19, 2016 requesting approval of the Proposed FY2016 MTW Annual Plan Amendment, attached hereto;

**THEREFORE, BE IT RESOLVED BY CHICAGO HOUSING AUTHORITY**

**THAT** the Board of Commissioners hereby approves the Proposed FY2016 Moving to Work Annual Plan Amendment and grants authorization to the Chief Executive Officer, the Board Chairperson, or their designee to make any final updates as deemed necessary.

**THAT** this approval of the Proposed FY2016 MTW Annual Plan Amendment supersedes any and all conflicting language found in prior CHA MTW Annual Plans.

**THAT** the Board of Commissioners grants authorization to submit the Proposed FY2016 MTW Annual Plan Amendment to the U.S. Department of Housing and Urban Development upon Board approval. Such approval shall constitute conclusive evidence of the Board's approval of any and all such changes.

**(Item 3)**

The resolution for Item 3 approves a preliminary commitment letter for Property Rental Assistance (PRA) for Sarah's Circle. Sarah's Circle is located at 4838 N. Sheridan and currently operates 22 units of permanent supportive housing and a 50 bed shelter in Uptown for women in need of services, which is open 24 hours a day, 365 days of the year. Leasing and Management Company, Inc. will serve as property manager. Their mission is specifically focused on serving homeless women in need, especially those who have suffered from domestic violence, violence on the streets, mental illness, substance abuse and other traumatic experiences such as sexual assault. Sarah's Circle development plan includes the demolition of a run-down one-story structure and the new construction of a 7-story building that will be connected to Sarah's Circle's adjacent facility. The development will consist of 40 studio units to be located on floors 3 through 7, and a 50-bed short term shelter with supportive services for homeless women, which will be located on the second floor. PRA assistance will be provided to 14 of the 40 studio units. The remaining units will be subsidized through a combination of HUD's Chronic Homeless Initiative program and the Chicago Low Income Housing Trust Fund. Six of the non-PRA units will be designated for the State Referral Network. Building amenities include a community room, a full service kitchen, a fitness center, case management offices, laundry facilities, supportive services facilities and an outdoor patio. Brinshore Development LLC is the developer for Sarah's Circle. Sarah's Circle was founded in 1980 in the Uptown neighborhood.

## **RESOLUTION 2016-CHA-42**

**WHEREAS**, the Board of Commissioners of the Chicago Housing Authority has reviewed the Board letter dated April 19, 2016 requesting authorization to execute a preliminary commitment letter valid for one year for Property Rental Assistance for Sarah's Circle;

### **THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY:**

**THAT**, the Board of Commissioners authorizes the Chief Executive Officer or his designee to execute a preliminary commitment letter valid for one year for Property Rental Assistance for Sarah's Circle.

#### **(Item 4)**

The CHA is in need of continuing the Architectural and Engineering (A&E) services for the new 2016 major capital improvement and capital maintenance projects. The current A&E Indefinite Delivery Indefinite Quantity (IDIQ) contracts were originally approved by the Board in November 2013. The twelve contracts included one option to extend services for one year through December 31, 2016, subject to the approval of the CHA Board of Commissioners. The Board authorized the option year for eleven A&E contracts in November 2015, excluding HPZS. The Department of Procurement and Contracts requested supplemental documentation concerning the financial capacity of HPZS in light of the asset transfer and ownership change, which was received following the November board meeting. Upon review, HPZS's supplemental documentation was deemed sufficient to permit the exercise of its option year. Accordingly, the resolution for Item 4 approves the exercise of Option Year 1 for one IDIQ contract for Authority-wide Architectural and Engineering services with Studio AH, LLC d/b/a HPZS. The Option Year will not require any additional funding because the IDIQ program has a remaining reserve balance of \$19,800,000, which is sufficient for projects in 2016. After the expiration of the Option Year, the contracts for authority-wide architectural and engineering services will be solicited.

## **RESOLUTION NO. 2016-CHA-43**

**WHEREAS**, the Board of Commissioners has reviewed the Board Letter dated April 19, 2016 entitled "AUTHORIZATION TO EXERCISE OPTION YEAR 1 FOR ONE (1) CONTRACT FOR AUTHORITY-WIDE ARCHITECTURAL AND ENGINEERING SERVICES";

### **THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY**

**THAT**, the Board of Commissioners authorizes the Chief Executive Officer or his designee to amend an Indefinite Delivery Indefinite Quantity Contract for Authority-wide architectural and engineering services to exercise Option Year 1 with Studio AH, LLC d/b/a HPZS.

#### **(Item 5)**

The resolution for Item 5 authorizes the Chief Executive Officer to execute an amendment to an existing Housing Assistance Payments Contract (HAP) for 108 units at Anchor House Apartments for a 15-year term; and add seven additional apartment units to the Anchor House HAP for a 15-year term. Anchor House Apartments is a two-story, low-rise elevator apartment building located in the Auburn Gresham community containing 115 units consisting of 53 studios, 33 one-bedrooms, 24 two-bedrooms, 5 three-bedrooms and an on-site management and maintenance office. Currently Project Based Voucher assistance is being provided to 108 of the 115 units. Building amenities include an on-site laundry facility and an urban garden that produces a host of fresh fruits and vegetables that

encourages resident participation in gardening and healthy eating. Public transportation and highways are easily accessible to the residents of Anchor House. The developer, Anchor House, L.P./Woodlawn Community Development Corporation Anchor House, L.P., was formed in 1995, with the assistance and sponsorship of the Woodlawn Community Development Corporation (WCDC), for the purpose of redeveloping what was once a manufacturing building. The owner/manager of Anchor House Apartments will continue to lease all of the PRA-assisted units to eligible individuals and families from CHA's waiting lists. CHA will make these referrals from the Public Housing and PRA waiting lists as well as individuals and families whose right of return under the Relocation Rights Contract has not been satisfied. CHA's waiting lists will be exhausted prior to utilization of a site-based waiting list.

**RESOLUTION NO. 2016-CHA-44**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board letter dated April 19, 2016 entitled: Authorization to approve an amendment of an existing Housing Assistance Payments (HAP) Contract for Anchor House Apartments;

**THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY:**

**THAT,** the Board of Commissioners authorizes the Chief Executive Officer or his designee to: 1) execute an amendment to the existing Housing Assistance Payments Contract (HAP) for 108 units within the Anchor House Apartments for a term of 15-years; and 2) add seven (7) additional apartment units to the Anchor House HAP for a 15-year term.

**(Item 6)**

Each PHA is responsible for developing and administering utility rate allowances in compliance with HUD regulations. The CHA has not modified the Public Housing utility rate allowances since 2007. Accordingly, in November 2015, the CHA issued a Request for Proposal (RFP) for the solicitation of a professional services contract to engage a firm to establish or confirm property-based utility rate allowance schedules reflective of current local utility rates and with energy consumption expected by an energy-conservative household of modest circumstances, consistent with the requirements of a safe, sanitary and healthful living environment. An internal evaluation committee reviewed the proposals and came to a unified consensus to recommend the contract award to Quercus Consulting. The resolution for Item 6 approves award of contract to Quercus Consulting, Inc. to complete a utility rate allowance survey for an amount not-to-exceed \$200,190.00. Once the Utility Allowance Survey has been completed, and new allowances are established or existing ones are confirmed; the CHA will perform an annual review as required under HUD regulations and share a copy of the annual review on the CHA website for increased transparency

**RESOLUTION NO. 2016-CHA-45**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the memorandum dated March 15, 2016 - entitled "RECOMMENDATION TO AWARD A CONTRACT TO QUERCUS CONSULTING TO PERFORM A UTILITY RATE ALLOWANCE SURVEY",

**THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY**

**THAT,** the Board of Commissioners authorizes the Chief Executive Officer or his designee to award a contract to Quercus Consulting, Inc. to perform a utility rate allowance survey

in an amount not-to-exceed \$200,190.00, and for a base term of one hundred and fifty (150) business days.

**(Item 7)**

In October 2015 CHA released a Request for Proposal (RFP) for diversity marketing and outreach services and solutions. The RFP was advertised in area newspapers. In addition, 70 vendors were directly solicited and notification of the solicitation was sent to 66 Assist Agencies. Of the seven proposals received all were deemed responsive. After the Evaluation Committee completed its review of the seven proposals, the total points awarded each Respondent resulted in three firms falling within the competitive range and moving forward with oral presentations. Best and Final Offers were then requested from the three finalists. Based upon the evaluations of the written proposals, oral presentations, and the overall proposed fee it was determined that Erie Neighborhood House (ENH) and Spanish Coalition for Housing (SCH) provided the best overall service and value to CHA. Accordingly, the resolution for item 7 approves contract award to Erie Neighborhood House and Spanish Coalition for Housing to provide targeted marketing and outreach services. CHA understands the importance of tailoring messages to the different communities across the Chicagoland area. The enhanced CHA strategy expands beyond primary dimensions of diversity (e.g. race and ethnicity) and looks to reach out to individuals from different generations, professional backgrounds, sexual orientation, veteran status, etc. The services to be provided by ENH and SCH include, but are not limited to, conducting a minimum of two culturally-sensitive workshops per month in each Community Area in an effort to increase participation of underrepresented populations in CHA's programs and activities.

**RESOLUTION NO. 2016-CHA-46**

**WHEREAS**, the Board of Commissioners of the Chicago Housing Authority has reviewed the Board letter dated April 19, 2016 entitled "RECOMMENDATION TO award fixed fee performance-based contracts to ERIE NEIGHBORHOOD HOUSE AND SPANISH COALITION FOR HOUSING to provide targeted marketing and outreach services".

**THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY:**

**THAT**, the Board of Commissioners authorizes the Chief Executive Officer or his designee to execute fixed fee performance-based contracts with Erie Neighborhood House and Spanish Coalition for Housing for a not-to-exceed amount of \$2,049,987 for a one-year base term and two (2) one-year option periods; \$683,329 for the one-year base term; \$683,329 for two (2) one-year option periods each, to provide targeted marketing and outreach services.

This award is subject to the Contractor's compliance with the CHA's MBE/WBE/DBE/ Section 3 hiring and insurance requirements.

The Motion to adopt resolutions for Items 2 through 7 was seconded by Commissioner Harris and the voting was as follows:

Ayes:	Matthew Brewer Craig Chico ( <i>abstains from voting on Item 3 only</i> ) Dr. Mildred Harris John Hooker Harriet Johnson Jack Markowski ( <i>abstains from voting on Item 5 only</i> ) Francine Washington
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Nays:	None
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There being no questions or discussion, Chairman Hooker thereupon declared said Motion carried and said resolutions adopted.

Jack Markowski, Chairman of the Finance & Audit committee, then presented his report. Per Commissioner Markowski, the Finance & Audit Committee held its regular meeting earlier today, here at the Northeastern Illinois University Auditorium. Commissioner Markowski chaired the meeting and the following committee members were present as well: Commissioners Brewer and Harris. Present also but not counted for the quorum were Chairman Hooker, Vice-Chairman Chico and Commissioner Washington. Committee members then discussed, voted and recommend for approval the following item:

On behalf of the Finance & Audit committee, Commissioner Markowski presented a Motion for the approval of Item 8.

**(Item 8)**

As part of the Chicago Housing Authority's ("CHA's") ongoing effort to streamline and improve its internal operations, several projects have been identified which require industry best practices and process improvement. To assist with these projects, the CHA issued a solicitation seeking consulting services to perform a variety of projects for multiple divisions, including Investment, Finance, Development and Property. Four firms responded to the solicitation and only Bronner Group, LLC, Crowe Horwath, LLP and TAG Associates scored within the competitive range. Accordingly, the resolution for Item 8 approves award of contracts with Bronner Group, LLC, Crowe Horwath, LLP and TAG Associates each for a not to exceed amount of \$100,000 for a two-year base term and with three one year options, for an aggregate not to exceed amount of \$300,000 to provide financial advisory and consulting services. The recommended vendors each specialize in one of the three major categories found in the scope of work. Bronner Group, LLC is a consulting firm that focuses solely on public sector clients and has extensive expertise working with public housing agencies as well as with residents, applicants, landlords, regulators, vendors, partners and financial institutions. Crowe Horwath LLP is one of the largest public accounting, consulting and technology firms in the U.S. and it provides audit, tax, risk and performance services to public and private entities across the country. TAG Associates is a consulting firm dedicated to providing development and financial consulting services to low-income housing providers. The Chief Investment Officer will provide reporting to the Board of Commissioners on each task order engagement under this authorization with identification of return on investment attributes.

**RESOLUTION NO. 2016-CHA-47**

**WHEREAS**, the Board of Commissioners of the Chicago Housing Authority has reviewed the Board letter dated April 19, 2016 entitled: "AUTHORIZATION TO ENTER INTO CONTRACTS WITH BRONNER GROUP, LLC, CROWE HORWATH, LLP AND TAG ASSOCIATES EACH FOR A NOT TO EXCEED AMOUNT OF \$100,000 FOR A TWO-YEAR BASE TERM AND WITH THREE ONE YEAR OPTIONS, FOR AN AGGREGATE NOT TO EXCEED AMOUNT OF \$300,000 TO PROVIDE FINANCIAL ADVISORY AND CONSULTING SERVICES";

**THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY:**

**THAT**, the Board of Commissioners authorizes the Chief Executive or his designee to enter into contracts with Bronner Group, LLC, Crowe Horwath, LLP and TAG Associates each for a not to exceed amount of \$100,000 for a two-year base term and with three one

year options, for an aggregate not to exceed amount of \$300,000 to provide Financial Advisory and Consulting Services.

This award is subject to the Contractor's compliance with the CHA's applicable MBE/WBE/DBE/ Section 3 hiring and insurance requirements.

The Motion to adopt the resolution for Item 8 was seconded by Commissioner Washington and the voting was as follows:

Ayes:	Matthew Brewer Craig Chico Dr. Mildred Harris John Hooker Harriet Johnson Jack Markowski Francine Washington
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Nays:	None
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There being no questions or discussion, Chairman Hooker thereupon declared said Motion carried and said resolution adopted.

Chairman Hooker then announced the resignation of Commissioner Harriet Johnson. According to the Chairman, exactly four years ago, Mayor Emanuel's office announced the appointment of Commissioner Johnson to the CHA Board. On behalf of the Board of Commissioners and CHA staff, and in recognition and appreciation for Commissioner Johnson's leadership and dedication, Commissioner Johnson was presented with a plaque, a resolution and a bouquet of flowers. Commissioner Johnson thanked the Board Members and staff for their kind words and un-wavering support and bid everybody a fond farewell. Immediately after the presentation, Commissioner Johnson left the meeting in session.

Chairman Hooker then presented commissioners and the public with an overview of his CHA activities.

Eugene Jones, Chief Executive Officer, then presented his monthly report to the Commissioners.

Chairman Hooker then invited residents and the public at large to address the Board.

At the conclusion of public testimony, upon Motion made by Chairman Hooker and properly seconded by Commissioner Washington, the Commissioners adjourned to Closed Session. Chairman Hooker announced that pursuant to the Open Meetings Act, 5 ILCS 120/2, the Board would adjourn for approximately 30 minutes to discuss personnel related matters; purchase, sale and lease of real estate property; pending, probable or imminent litigation; review of closed meeting minutes and audit reviews.

The Commissioners subsequently reconvened in Open Session at approximately 1:05 p.m.

Chairman Hooker called the meeting to order and upon roll call those present and absent were as follows:

Present:	Matthew Brewer Craig Chico
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Dr. Mildred Harris  
John Hooker  
Jack Markowski  
Francine Washington

Absent: Mark Cozzi

Harriet Johnson  
Bridget Reidy

There being a quorum present, the meeting duly convened and business was transacted as follows:

Chairman Hooker announced that during closed session, commissioners discussed matters related to Items 9 and 10

Commissioner Washington then presented an Omnibus Motion for the approval of Items 9 and 10.

**(Item 9)**

The resolution for Item 9 approves the following personnel actions: offer of employment to five applicants; reclassification of 3 employees and promotion of four employees.

**RESOLUTION NO. 2016-CHA-48**

**WHEREAS**, the Board of Commissioners has reviewed the Board Letter dated April 19, 2016, entitled “Approval of Personnel Actions”:

**THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY**

**THAT**, the Board of Commissioners hereby approves the requested personnel actions.

**(Item 10)**

**RESOLUTION NO. 2016-CHA-49**

**WHEREAS**, the Board of Commissioners has reviewed the Board Letter dated April 19, 2016 entitled “Request for authorization to: 1) Acquire through CHA affiliate FCD 19 residential condominium units at Jackson Square at West End ; 2) use the Federal Home Loan Bank line of credit for the acquisition and other costs; 3) Negotiate and execute transaction and related financing documents; 4) Authorize the pledge of Government National Mortgage Association securities; and 5) Perform such actions as may be necessary or appropriate to implement the foregoing.”

**THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY**

**THAT**, the Board of Commissioners authorizes the Chief Executive Officer or his designee to: 1) Acquire through CHA affiliate FCD 19 residential condominium units at Jackson Square at West End; 2) use the Federal Home Loan Bank line of credit for the acquisition and other costs; 3) Negotiate and execute transaction and related financing documents; 4) Authorize the pledge of Government National Mortgage Association securities; and 5) Perform such actions as may be necessary or appropriate to implement the foregoing.

The acquisition of the 19 condominium units is subject to HUD notification and other interested parties' consultations and/or approvals as required.

The Motion to adopt the resolutions for Items 9 and 10 was seconded by Commissioner Markowski and the voting was as follows:

Ayes: Matthew Brewer  
Craig Chico  
Dr. Mildred Harris  
John Hooker  
Jack Markowski  
Francine Washington

Nays: None

There being no questions or discussion, Chairman Hooker thereupon declared said Motion carried and said resolution adopted.

There being no further business to come before the Commissioners, upon Motion made and seconded, the Regular board meeting of April 19, 2016, was adjourned.

s/b: Chairman John Hooker  
Chicago Housing Authority

s/b:

Lee Chuc-Gill, Secretary  
Custodian and Keeper of Records